

**CITY OF MASON
PLANNING COMMISSION SPECIAL MEETING
MINUTES OF AUGUST 25, 2021**

Sabbadin called the meeting to order at 6:30 p.m. in person at Mason City Hall.

ROLL CALL

Roll Call		Present	Absent	Notes
Commissioner	Barna	X		
Council Liaison	Clark	X		
Vice-Chair	Howe	X		
Commissioner	Kirkby	X		
Commissioner	Perrault	X		
Chair	Sabbadin	X		
Commissioner	Waxman	X		
Secretary	Wren	X		
Commissioner	VACANT			

Also present: Elizabeth A. Hude, AICP, Community Development Director, Thomas DeLafuente, Youth Advisor

PUBLIC COMMENT

None.

APPROVAL OF MINUTES

MOTION by Waxman, second by Howe, to approve the Planning Commission meeting minutes from August 10, 2021.

VOTE

Yes (8) Barna, Clark, Howe, Kirkby, Perrault, Sabbadin, Waxman, Wren

No (0)

Absent (0)

MOTION PASSED

UNFINISHED BUSINESS

A. Resolutions 2021-04 and 2021-05: Alan Boyer, LSG Engineers & Surveyors, on behalf of Gestamp Mason, LLC, has requested approval of a Special Use Permit and Final Site Plan for construction of a new 49,200 sq. ft. addition on an existing 624,780 sq. ft. building to be used as a Finish Goods Product Storage (Low Bay) and to perform other related site improvements on property located at 200 E. Kipp Rd, parcel 33-19-10-16-100-024. The parcel is zoned M-2 General Manufacturing District.

MOTION by Waxman, second by Clark, to take from the table the matter of Gestamp, Item 4.A. The matter was tabled at the August 10, 2021 meeting following a public hearing.

VOTE

Yes (8) Barna, Clark, Howe, Kirkby, Perrault, Sabbadin, Waxman, Wren

No (0)

Absent (1) VACANT

MOTION PASSED

MOTION by Waxman, second by Clark, to approve Resolution 2021-04.

Second MOTION by Waxman, second by Howe to amend the previous motion to approve both Resolution 2021-04 and 2021-05 simultaneously.

DISCUSSION

Questions were raised regarding the reference to site plan review authority and that it should state Section 94-222, the need for a Special Use Permit, traffic study requirements, and parking calculations.

AMENDMENTS

1 MOTION by Clark, second by Waxman, to amend Resolution 2021-05 to change the fifth 'whereas' to reference Sec. 94-222.

VOTE

Yes (8) Barna, Clark, Howe, Kirkby, Perrault, Sabbadin, Waxman, Wren

No (0)

Absent (1) VACANT

MOTION PASSED

2 MOTION by Clark, second by Waxman, to amend Resolution 2021-05 to strike the seventh 'whereas' in its entirety.

VOTE

Yes (2) Clark, Howe

No (6) Barna, Kirkby, Perrault, Sabbadin, Waxman, Wren

Absent (1) VACANT

MOTION FAILED

3 MOTION by Clark, second by Kirkby to amend Resolution 2021-05 by striking language in the section 'Now therefore be it resolved' that references an amendment to a site plan and instead read approval of a Final Site Plan in order to be consistent with the prior amendment in the fifth 'whereas.'

VOTE

Yes (8) Barna, Clark, Howe, Kirkby, Perrault, Sabbadin, Waxman, Wren
No (0)
Absent (1) VACANT

MOTION PASSED

4 MOTION by Clark, second by Waxman to amend Resolution 2021-05 by striking item 3 under the section 'Now therefore be it resolved.'

VOTE

Yes (1) Clark
No (7) Barna, Howe, Kirkby, Perrault, Sabbadin, Waxman, Wren
Absent (1) VACANT

MOTION FAILED

5 MOTION by Clark, second by Wren to amend Resolution 2021-05 by striking item 4 under the section 'Now therefore be it resolved.'

VOTE

Yes (2) Clark, Wren
No (6) Barna, Howe, Kirkby, Perrault, Sabbadin, Waxman
Absent (1) VACANT

MOTION FAILED

6 MOTION by Waxman, second by Clark, to amend the original amended motion (simultaneous approval of Resolutions 2021-04 and 2021-05) to split them into separate motions.

VOTE

Yes (8) Barna, Clark, Howe, Kirkby, Perrault, Sabbadin, Waxman, Wren
No (0)
Absent (1) VACANT

MOTION PASSED

7 MOTION by Clark, no second, to amend Resolution 2021-04 by striking language referencing a Special Use Permit.

MOTION FAILED DUE TO LACK OF SECOND

VOTE TO APPROVE RESOLUTION 2021-04

Yes (7) Barna, Howe, Kirkby, Perrault, Sabbadin, Waxman, Wren
No (1) Clark
Absent (1) VACANT

VOTE TO APPROVE RESOLUTION 2021-05 AS AMENDED

Yes (7) Barna, Howe, Kirkby, Perrault, Sabbadin, Waxman, Wren

No (1) Clark

Absent (1) VACANT

NEW BUSINESS

Chair Sabbadin announced that Commissioner Husby had submitted his resignation from the Planning Commission.

Commissioner Waxman requested that the parking requirements in the ordinance be reviewed and reconsidered. Director Hude offered to add it as a topic for the upcoming master plan/zoning ordinance update.

LIAISON REPORT

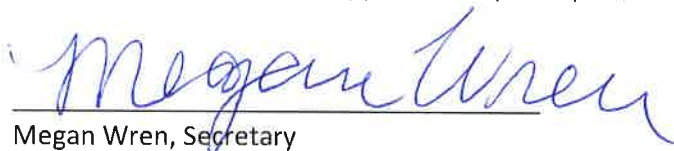
A. Council Liaison Report

Council Liaison Clark provided an update regarding actions taken at the last City Council meeting on August 16.

B. City Manager Report - link on agenda is working

C. Youth Advisor – Director Hude stated the opportunity to discuss increased participation by the Youth Advisor, Tommy, and especially how he can assist with engaging students in the master plan. Chair Sabbadin asked that he be added to roll call.

Meeting was adjourned at approximately 7:50 p.m.



Megan Wren, Secretary